

TOWN OF COTTAGE GROVE
TOWN BOARD MINUTES
SEPTEMBER 20, 2010

I. ADMINISTRATIVE

- A. Notice of the meeting was properly posted at the Town Hall, the park at 4539 American Way, Gaston Road at Brown Thrush and US Hwy 12 & 18 at County Road BN. Town Chair Kris Hampton and Supervisors Mike Fonger, Steve Anders, Mike Kindschi and Mike DuPlayee were all in attendance, along with Clerk Kim Banigan, Treasurer Debbie Simonson, and Highway Superintendent Jeff Smith. A list of others present is available in the Clerk's office. Fire Chief Bruce Boxrucker was present for the discussion on Landmark's expansion plans under II. A.
- B. Hampton called the meeting to order at 7:00 P.M.
- C. Minutes of previous meeting(s): **MOTION** by Kindschi/DuPlayee to approve the minutes of the September 7, 2010 Town Board Meeting as printed. **MOTION CARRIED 5-0.**
- D. Finance Report and Approval of Bills:
 - 1. **MOTION** by DuPlayee/Kindschi to approve payment of bills corresponding to checks #17950-17953 as presented, including voided checks #17950-17953. **MOTION CARRIED 5-0.**
 - 2. The Treasurer asked that September per diem reports be submitted by October 1st.

II. Public Concerns: None.

- III. Road Right of Way Permits: **MOTION** by Anders/Fonger to permit Charter Communications to trench and drill parallel to the right-of-way at 4552 Baxter Road to replace and repair the cable. **MOTION CARRIED 5-0.**

IV. BUSINESS:

- A. Discuss Traffic Pattern for new Landmark Services Cooperative scale house at County Road N and Coffeytown Road: Randy Kyle presented a map showing plans including a new scale on the south side of the Landmark property, modified traffic patterns, relocation of the Pump 24 pumps outside the fenced area, and a new area within the fence to park tanks and equipment. Village planners have reviewed the plans within the Village limits. Dale and Dwight Huston expressed concern over stormwater runoff from the site, and provided photos showing water over Coffeytown and onto their property after a heavy rain in August. Chris and Andrew Homburg explained that the planned improvements will reduce the amount of water leaving the site by diverting the western portion to the existing retention pond, but will not completely eliminate the problem since much of the runoff comes from the grain bunker area. Landmark plans to clean out the pipe that runs under County N and to the east along Nora Road, but discussion was that the culvert under County N is undersized. Board consensus was to ask Pam Dunphy of the Dane County Highway Department to come to the next meeting to discuss the possibility of increasing the capacity of the culvert.
- B. Discuss/Consider approval of soccer field maintenance in cooperation with the Monona Grove Soccer Club: Tom Engle said that the best way to improve the playing field is to fertilize since reseeding is best done in the spring and fall, when the soccer fields are in use. He asked for permission to fertilize the fields at Town Hall and Bass Park, and also asked if the Town would contribute towards the cost. He suggested using the services of TruGreen, as the Village and the City of Monona do. **MOTION** by DuPlayee/Fonger to split the cost 50:50 with the Monona Grove Soccer Club for two applications to the fields at the Town Hall and Bass Park, weed & feed now followed by a winter granulizer. The Town will contract for

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the service and bill the soccer club for half. **MOTION CARRIED 5-0.** Engle will be invited back to a 2011 budget workshop to discuss 2011 field maintenance. He also asked about trimming an apple tree limb that extends onto the soccer field at Bass Park. The Town will take care of trimming it.

- C. Update/Consider options regarding trees on private property that overhang the road between 3437 and 3505 Vilas Road: The clerk confirmed that a letter was sent to the owner of the trees, and a return receipt received, but there has been no other response. Hampton reported that Attorney Connie Anderson advised that without going through a long process to get permission to enter private property, the Town can only trim the portion that overhangs the road right-of-way. Smith estimated it would cost ~\$2,000 to trim the overhanging portions. Board consensus directed the clerk to ask Anderson for the steps required to gain access to the property, and a cost estimate. **MOTION** by Hampton/Anders to table until the October 6, 2010 meeting. **MOTION CARRIED 5-0.**
- D. Discuss/Consider approval of an Operator's License for Rebecca Knutson: Ms. Knutson stated that she has held an operator's license in Wisconsin for 13 years without any closing violations, service to underage, etc. She explained the details of her 2009 OWI conviction. Fonger said his observations as a customer were that she was a good and conscientious bartender at Outpost, where she said she left due to downsizing. **MOTION** by Fonger/DuPlayee to approve an Operator's License for Rebecca Knutson. **MOTION CARRIED 4-1** (Anders opposed).
- E. Discuss/Consider sweeping of sealed Town Roads: Hampton explained that complaints have been received about the quality of sweeping off excess material after seal coating Gaston Road, Bluebird Lane, Meadowlark Street, and Raven Way. Kindschi said that the sealing is fine, but the roads without high traffic volume have an excessive amount of loose stone. He understood that Village staff had agreed to do the sweeping at no cost, but since seal coating bids included sweeping, he felt the Town should have the money to do it again if necessary. He presented an email from Jo Ann and Marlyn Klongland stating that when they saw the sweeper go down Meadowlark Street, it was not sweeping anything. Smith said that two dump truck loads had been swept from Meadowlark, Bluebird and Raven Way.
- Tom Van Maren, 4642 Meadowlark St., said that previous seal coating jobs have been done very well, but this time he feels the amount of loose stone presents an accident hazard as vehicles cannot stop quickly.
- Ron Daggett, 4620 Meadowlark St., brought in a bag of stone that he had collected from a 3' x 3' area.
- MOTION** by Kindschi/Anders to have Meadowlark Street, Bluebird Lane and Raven Way re-swept in the next two weeks. After discussion this was amended to include only Meadowlark Street and Bluebird Lane. Smith is to negotiate this with the Village to avoid paying mileage for a sweeper to travel from the Milwaukee area. **MOTION CARRIED 4-1** (Hampton opposed).
- F. Discuss/Consider whether amendments are in order for TCG Ordinance Chapter 08 Public Works, especially in regards to long driveway specifications: Smith explained that it looks like there will be several long driveways built in the near future, and the current ordinance only requires that they be built to statutory town road standards, which are much less than

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what we would build a town road at. The Clerk noted that several statute and ordinance references are out of date in this section. **MOTION** by Anders/DuPlayee for Smith to work with the Town Engineer to rework the the driveway specifications in the ordinance and bring it back to the Town Board. **MOTION CARRIED 5-0.**

V. CLERKS REPORT

A. Dane County Ordinances: None.

VI. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton reported that:

1. The ground breaking ceremony for the Nelson Bus Service will be at 9:00 A.M. on Friday, September 24th.
2. The Madison Area Transportation Planning Board's 2011 Unified Planning Work Program Draft is available in the Town Office.

VII. COMMITTEE REPORTS AND COMMUNICATIONS (AS APPLICABLE):

A. Deer-Grove EMS Commission: Working on the 2011 budget.

B. Village Parks, Recreation and Forestry Committee: The Village Parks and Recreation 2011 budget looks like a 1% increase over 2010, but there is no increase in the Town's contribution.

VIII. Adjournment: **MOTION** by DuPlayee/Fonger to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:51 P.M.

Kim Banigan, Clerk
Approved 10/06/2010